

Richland County

Finance & Personnel Standing Committee

April 4th, 2023

The Richland County Finance and Personnel Standing Committee convened on Tuesday, April 4th in person.

Committee members present included County Board Supervisors Marty Brewer, Steve Carrow, Melissa Luck, Marc Couey, Gary Manning, Steve Williamson, Tim Gottschall with Shaun Murphy-Lopez by WebEx.

Also present was Administrator Clinton Langreck, Attorney Michael Windle, several department heads, county employees, Committee Members and general public and Assistant to the Administrator Cheryl Dull taking minutes.

Not present: David Turk

1. **Call to Order:** Committee Chair Brewer called the meeting to order at 5:15 p.m.
2. **Proof of Notification:** Chair Brewer verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, County Board members, WRCO, County department heads, Richland Observer, Valley Sentinel and a copy was posted on the Courthouse Bulletin Board.
3. **Agenda Approval:** Chair Brewer asked for approval of the agenda. Moved by Supervisor Manning to approve the agenda as posted, 2nd by Supervisor Luck. All voting aye, motion carried.
4. **Public Comment:** None
5. **Previous Minutes:** Hearing no objections, Chair Brewer moved to approve the minutes as presented.
6. **Interview and Selection Process for HR Director:** Administrator Langreck presented the status of the applications and the timeline to interview, etc.
7. **Shared Revenue Distribution:** Administrator Langreck reviewed the Revenue Share report. He stated a question had previously come up as to why there was a reduction. It was an ambulance transport amount held and paid later to the County.
8. **Finance Policy Development:** Administrator Langreck review the draft policy with the Committee. Discussion followed on the Policy. It will be brought back for approval after a couple more reviews with Department Heads and the Finance Team.
9. **Operations Transition Plan – Administrator Position:** Administrator Langreck reviewed what the Administrator's Office is doing to get up to speed on the transition with the Interim Administrator Jon Hochkammer. Jon will be here next Wednesday, April 12 to review transition items. He will meet County Board at the April 18th meeting and meet Department Heads on the 20th at the Department Head meeting.
10. **Deficiency Appropriations:** Administrator Langreck presented a Resolution to transfer funds to cover deficiencies. The Resolution shows the deficiencies that would be zeroed out. Administrator Langreck stated it was also discovered funds that came in through HHS weren't applied against those deficiencies. Moved by Supervisor Gottschall to recommend a resolution to the county board to make deficiency appropriations for identified non-lapsing funds, 2nd by Supervisor Carrow. Supervisors Brewer, Williamson, Manning, Couey, Carrow, Gottschall and Luck all voting aye, Murphy-Lopez opposed, motion carried.
11. **Response to notification of withdrawal – Economic Development:** Administrator Langreck presented the Notice of Withdrawal that will be effective 4/5/2023 after City Councils meeting this evening. The proposal addressed the steps to be taken with the withdrawal. Jasen Glasbrenner's accrual vacation & sick balances would be transferred to the City with no payout. Administrator Langreck also proposed to amend the County Authorization Table removing the Economic Development Department and Director and amend the Committee Structure removing the Economic Development Board. Administrator Langreck also proposed to keep the allocated money for the City to apply towards the money owed from the City of Richland Center for Symons. The Economic Development Director will continue to wrap up the 4 outstanding projects. Moved by Supervisor Gottschall to accept line items 1 & 2 and append the rest to a later date, 2nd by Supervisor Luck. All voting aye, motion carried.
12. **Tri-county airport payments:** Administrator Langreck presented that Sauk County is requesting an appropriation of \$76,298.00 for 2021, 2022 and 2023. There has been no updated agreement since Iowa county withdrew from the project, so Richland County budgeted 25% which is what was originally agreed upon. Moved by Supervisor Luck to pay the additional \$3,015.00, 2nd by Supervisor Couey. All voting aye, motion carried.

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- 13. Highway Funding Appropriation Application:** Administrator Langreck is recommending the approval of the grant applications for 2 highway projects. Commissioner Elder stated these grants came up very quickly. The County Hwy O project has been in the works and this is the last stretch to complete that road. The County Hwy A project requires no match. Along with that, the Administrator filled out 2 Letters of Support for the Hospital project. Moved by Supervisor Luck to grant approval for the Highway Department to apply for grants for County Hwy O and County Hwy A and send to County Board for approval, 2nd by Supervisor Couey. All voting aye, motion carried.
- 14. Contract with Lone Rock for Law Enforcement services:** Sheriff Porter presented that he has been in talks with Lone Rock for a while because they have disbanded their Police Department and are looking for Law Enforcement assistance from the County. They will not have to increase personnel. If there is not enough staffing, they will not cover the Village. They will be applying for a COP Grant in the future which will pay for an additional deputy. Moved by Supervisor Williamson to approve the contract, 2nd by Manning. All voting aye, motion carried.
- 15. Closed Session pursuant of Wisconsin State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and 19.85(1)(c) & (e) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility or conducting other specified public business; and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:** Moved by Supervisor Manning to move into closed session with all County Board members to remain, 2nd by Supervisor Gottschall. All voting aye, motion carried.
- a. **Corporation Counsel, litigation:**
 - b. **Administrator Recruitment Plan and Process:**
- 16. Return to Open Session:** Moved by Supervisor Williamson to come out of closed session, 2nd by Supervisor Carrow. All voting aye, motion carried.
- 17. Discussion and possible action on items from closed session:** Moved by Supervisor Manning to go with the amended Job Description as posted today with a salary offer in a range of \$100,000 to \$125,000, 2nd by Supervisor Couey. All voting aye, motion carried.
- 18. Adjournment:** Next meeting to be Tuesday, May 2nd @ 5:15 p.m. in the County Board Room. Moved by Supervisor Couey to adjourn at 7:34 p.m., seconded by Supervisor Manning. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Richland County Assistant to the Administrator